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FIRST NAMED APPLICANT ATTORNEY DOCKET NUMBER FILING/RECEIPT DATE APPLICATION NUMBER

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Matthew K. Sullivan

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CONFIRMATION NO. 3695

FORMALITIES LETTER OC000000007762172*

SHOEMAKER AND MATTARE, LTD. **CRYSTAL PLAZA BUILDING 1, SUITE 1203** 2001 JEFFERSON DAVIS HIGHWAY P.O. BOX 2286 **ARLINGTON, VA 22202-0286**

Date Mailed: 04/02/2002

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given TWO MONTHS from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing. Applicant must submit \$ 740 to complete the basic filing fee for a non-small entity. If appropriate, applicant may make a written assertion of entitlement to small entity status and pay the small entity filing fee (37 CFR 1.27).
- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(I) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 870.

A copy of this notice MUST be returned with the reply.

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